

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Educational Programs and Services
Bureau of Adult Education and Nutrition Programs
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M E M O R A N D U M

TO: Child and Adult Care Food Program (CACFP) Family Day Care Home Sponsors

FROM: Maureen B. Staggenborg, Acting Bureau Chief
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DATE: July 3 , 2003

SUBJECT: Operational Memorandum #14H-03: **Changes to the CACFP Infant Meal Pattern**

1. Reminder: Obligation of Family Day Care Homes to Offer Infant Meals in the CACFP
2. Final Rule: Amendments to the Child Nutrition Infant Meal Pattern
3. Reimbursement for Parent-Provided Components
4. Reimbursement of Infant Meals Containing Only Parent-Provided Formula
5. Reimbursement of Infant Meals Containing Only Breast Milk
6. Allowable Infant Formulas for the CACFP

Note: The following information concerns the claiming of infants in CACFP.
A training on feeding infants in the CACFP will be provided on August 20, 2003 at the Department of Public Safety in Middletown, CT. A registration flyer is enclosed. There will be an afternoon session for home sponsors which, in addition to the training on infants, will serve as the annual mandatory training for home sponsors.

The U.S. Department of Agriculture (USDA) recently issued changes regarding the crediting of infant meals in the Child and Adult Care Food Program. This memo summarizes the changes, and provides clarification regarding when infant meals can be claimed for reimbursement with parent-provided components. Please note that several revised handouts are enclosed with this mailing, including:

- CACFP Infant Meal Pattern
- CACFP Weekly Menu for Infants
- CACFP Weekly Menu for Infants (Emergency Shelters)
- Accepting/Rejecting Infant Formula in the CACFP
- Allowable Infant Formulas for the Child and Adult Care Food Program (CACFP) (as of June 12, 2002)

Please be sure to discard all previous versions of these handouts, and replace them with the enclosed revised versions dated June 2003. The Bureau of Adult Education and Nutrition Programs is revising *Nutrition Policies and Guidance for the Child and Adult Care Food Program* to reflect this and other updates. The revised materials (including "Section III: Feeding Infants") will be distributed to sponsors as soon as they are available.

1. Reminder: Obligation of Family Day Care Homes to Offer Infant Meals in the CACFP

As a reminder, family day care homes participating in the CACFP **must** offer program meals to all eligible children who are enrolled for care in their facilities. A facility may not avoid this obligation by stating that infants are not “enrolled” in CACFP or by citing some logistical or cost barrier to offering an infant meal. Decisions on offering program meals must be based on whether the child is enrolled for care, not whether the child is enrolled for CACFP. Section 226.2 of the CACFP regulations defines an enrolled child as “a child whose parent or guardian has submitted to an institution a signed document which indicates that the child is enrolled for child care.”

As long as the infant is in care during the meal service period, the day care home must offer the infant a meal that complies with program requirements. As with all children in CACFP facilities, an infant’s parent or guardian may decline what is offered and supply the infant’s meals instead. The key factor is that the infant must be provided access to CACFP meals. (This information was previously provided to all sponsors in Operational Memorandum #15H-02 dated June 5, 2002.)

2. Final Rule: Amendments to the Child Nutrition Infant Meal Pattern

On May 28, 2002 in the Federal Register (67FR 36779), USDA issued final regulations that amend the meal pattern for infants less than 12 months of age in the National School Lunch Program, School Breakfast Program and Child and Adult Care Food Program. A copy of the final regulations is enclosed. The final rule clarifies when an optional food component is required under the infant meal pattern and clarifies information in the meal pattern to ensure that it conforms to current scientific evidence about infant feeding practices.

Shortly after the final regulations were issued, the Bureau of Adult Education and Nutrition Programs received notification that USDA would be issuing further policy which would make additional changes to the crediting of infant meals. Therefore, issuing the infant regulations and guidance was delayed until final clarification was received. USDA recently provided final guidance, and changes to the CACFP Infant Meal Pattern are complete.

A revised CACFP Infant Meal Pattern (dated June 2003) is enclosed. The revised infant meal pattern reflects the following information:

- A serving of an “optional” component is required when the infant is developmentally ready to accept it. Optional components are included in the breakfast and lunch/supper meal patterns for infants 4 through 7 months of age and for the supplement (snack) meal pattern for infants 8 through 11 months of age. If an infant is developmentally ready for solid foods and the parent or guardian requests that they be served, the solid food components must be served to the infant to qualify as a reimbursable meal.
- Meals containing both breast milk and iron-fortified infant formula are reimbursable, as long as the total number of ounces offered to the infant meets or exceeds the minimum amount specified in the infant meal pattern. The meal pattern continues to emphasize the desirability of feeding breast milk in place of iron-fortified infant formula for the first year of life.

- In the meal pattern for infants ages 8 to 11 months, cottage cheese is measured by volume ($\frac{1}{8}$ to $\frac{1}{2}$ cup) and cheese food and cheese spread are measured by weight (1-4 ounces).

3. Reimbursement for Parent-Provided Components

Parents may choose to provide one or more of the components of their infant's meal, based on personal preferences or recommendations of the infant's health care provider. The day care home may **not** require that parents provide any components of their infant's meals. If a parent chooses to provide one or more of the components of their infant's meal, the day care home must provide all other required components that are not supplied by the parent. This ensures that between the parents and the facility, the infant is provided a complete meal. When infant meals contain parent-provided components, the following criteria must be met in order for the meal to be reimbursable.

1. The day care home must provide (pay for) at least one component of the infant meal. Two exceptions apply:
 - If the day care provider feeds expressed breast milk to an infant, the meal is reimbursable. CACFP regulations allow reimbursement for meals in which breast milk is the only component and the infant is not yet developmentally ready for any optional meal components. This provision applies **only** to meals in which breast milk is the only required item: breakfast, lunch/supper and snack for ages birth through 7 months; and snack for ages 8 through 11 months.
 - Reimbursement may be claimed for meals containing parent-provided formula as the only component if the infant is not yet developmentally ready for any optional meal component(s), and the meal is fed to the infant by the day care provider. USDA recognizes the non-food related cost of serving infants by allowing reimbursement for meals containing only infant formula, whether supplied by the caregiver or by the parent/guardian. (See "Reimbursement of Infant Meals Containing Only Parent-Provided Formula" in #4 below.)
2. The infant must receive a **complete meal**, i.e., all of the components that the child is developmentally ready to accept, between parent-provided and facility-provided components.
 - When optional components are listed (breakfast and lunch/supper for infants 4 through 7 months of age and snack for infants 8 through 11 months), the number of other components that must be provided is dependent upon what the infant is ready to accept. This is determined by the parent/guardian in conjunction with the infant's health care provider, and will be different for each child. If the infant is ready to accept all of the components of the meal, then all of the components must be presented to provide a complete meal. If the infant is ready to accept only breast milk and cereal, then only breast milk and cereal must be served. If the infant should be consuming only infant formula, then only infant formula should be served.
 - For infants 8 through 11 months, breakfast and lunch/supper do not contain any optional components. All three required components must be served to the infant in order to provide a complete (reimbursable) meal.

- If the day care home provides at least one infant meal component, and the parent/guardian provides (by choice) all other required components, the meal is reimbursable.

Food items provided by parents/guardians must meet the criteria for creditable foods. If a parent/guardian provides a food that is not creditable, and a complete meal is not provided through day care home-provided components, the meal is not reimbursable. For example, if a parent/guardian provides a noncreditable commercial baby food (e.g., baby food dinner listing fruit or vegetable as the first ingredient), and the day care provider has not supplied all required meal components, then the meal is not reimbursable. These foods may be served in addition to, but not in place of, the required infant meal components.

4. Reimbursement of Infant Meals Containing Only Parent-Provided Formula

CACFP day care homes are reimbursed for the costs of serving nutritious meals to infants, including the costs of preparation and clean up of meals. USDA is revising program policy to recognize the non-food related cost of serving infants by allowing reimbursement for meals containing only infant formula, whether supplied by the caregiver or by the parent. ***Effective immediately, reimbursement may be claimed for meals containing parent-provided formula as the only component if the meal is fed to the infant by the caregiver.***

USDA's policy states: "Reimbursable meals for infants may contain either breast milk or iron-fortified infant formula, or both, supplied by the caregiver or by the parent. However, to receive reimbursement, the caregiver must always offer the infant a complete, developmentally appropriate meal. Because USDA is recognizing the labor involved in serving meals to infants, the meal must be served and fed to the infant by the caregiver."

Meals containing only parent-provided infant formula may be claimed for reimbursement when:

- a formula meeting CACFP requirements was offered;
- the decision to decline the offered infant formula was made by the parent/guardian;
- the infant is not yet developmentally ready for any optional meal component(s); and
- the meal is fed to the infant by the day care provider.

This applies to meals that **only** require breast milk or iron-fortified formula: breakfast, lunch/supper and snack for birth through 3 months; and snack for ages 4 through 7 months. It also applies to those meals with optional components – breakfast and lunch/supper for ages 4 through 7 months, and snack for ages 8 through 11 months – *if the child is not yet developmentally ready for (and therefore not yet eating) the optional components.*

The day care home must serve a **complete meal** (all required components) to every infant or child enrolled in the meal service. Therefore, if a child is developmentally ready for solid foods, and the parent/guardian requests that they be served, the components are no longer considered as options. The day care home is responsible for serving them to the infant to provide the optimal nutrition needed for growth and development. (See "Reimbursement for Parent-Provided Components" in #3 above.)

5. Reimbursement of Infant Meals Containing Only Breast Milk

Reimbursement may be claimed for meals in which breast milk is the **only** required component if the day care provider bottle feeds an infant breast milk that has been previously expressed by the mother. Meals consisting solely of a mother breastfeeding her child are **not** reimbursable. When a mother nurses her own child, the services for which the day care provider would receive reimbursement are not being performed.

When a mother breastfeeds an infant 4 through 7 months of age who is developmentally ready for solid foods, the meal would be reimbursable if:

1. at least one other component is provided (paid for) by the day care home; and
2. the infant receives a **complete meal**, i.e., all of the components that the child is developmentally ready to accept, between parent-provided and facility-provided components.

For infants 8 through 11 months of age, breakfast and lunch/supper would be reimbursable when the mother breastfeeds her own child if:

1. the day care provider pays for at least one component; and
2. the infant receives a complete meal (all three required components), between parent-provided and facility-provided components.

For infants 8 through 11 months of age, snack would be reimbursable when the mother breastfeeds her own child *only if the infant is developmentally ready for bread or crackers, and they are served by the day care provider*. Meals consisting solely of a mother breastfeeding her child are not reimbursable.

Day Care Providers Breastfeeding Their Own Infant: A day care provider who nurses her own infant may claim reimbursement for the meals as long as she is eligible to claim reimbursement for meals and snacks served to her own child. In this case, the meal is reimbursable because the mother (provider) is actively engaged with the child. Unlike a mother who comes into a home to breastfeed her infant, the provider is being reimbursed for her services – the time and effort she expends breastfeeding her own infant.

As with any other claim for meals served to the provider's own child, the infant must be:

1. eligible for free and reduced price meals;
2. enrolled in the day care program; and
3. participating in the program during the time of meal service.

At least one other nonresident child must also be enrolled in the day care program and participating in the meal service.

6. Allowable Infant Formulas for the CACFP

Enclosed is a revised list of *Allowable Infant Formulas for the CACFP* (as of 6/12/02). This list replaces the previous list distributed with Operational Memorandum #14C-02 and 20H-02, dated August 19, 2002. It has been revised to correct the following:

- “Kirkland Signature Infant Formula (sold through Costco)” should be “Kirkland Signature Infant Formula with Iron (sold through Costco)”
- “Wegman’s Infant Formula Powder” should be “Wegman’s Infant Formula”
- “Wegman’s Soy Infant Formula Powder” should be “Wegman’s Soy Infant Formula”

Also enclosed is a revised copy of the *Form for Accepting/Rejecting Infant Formula in the Child and Adult Care Food Program*. ***Please discard the previous editions of both items and replace with these revisions (dated June 2003).***

As a reminder, day care providers must offer **at least one** infant formula that meets CACFP requirements (as specified on the enclosed list of Allowable Infant Formulas). Day care providers are not required to satisfy the unique formula needs of every infant.

If you have any questions regarding this information, please contact Susan Fiore at (860) 807-2075, Charlene Russell-Tucker at (860) 807-2071 or Susan Bohuslaw at (860) 807-2073.